

SUFFOLK COUNTY BOARD OF ETHICS
Minutes of Meeting Held on
December 16, 2015
In the Office of the Board of Ethics
Sunrise Business Center, 3500 Sunrise Highway, Room 364
Great River, New York 11739

Meeting: *Board Members present:* Linda Spahr, Richard Halverson and Dennis O'Doherty. *Staff present:* Samantha Segal, Executive Director and Darlene Kurrass Mohlmann, Board Secretary, taking minutes.

Ascertainment of Quorum: The meeting was called to order at 9:30 a.m. by Chair, Linda Spahr. A roll call was conducted and a quorum was present.

Adoption of Agenda: A motion was made by Richard Halverson, seconded by Dennis O'Doherty, to adopt the agenda, as amended. Upon a vote being taken, motion was approved (3-0-0).

Executive Director Report: Samantha Segal, Executive Director, reported and/or discussed the following:

- Procurement Update:
 - Suffolk County Legislature approved the Certificate of Necessity and I.R. 2031, "Requesting Legislative Approval of a Contract Award for a Sole Responder to Provide Legal Counsel Services to the Suffolk County Board of Ethics;"
 - Training Contract and General Counsel Contract have been signed by the vendor and will be signed by Department and Chair today;
- Board Vacancy Update: The S. C. Legislature approved I.R. 2019 to appoint Anthony Parlatore, Esq. to the Suffolk County Board of Ethics;
 - Welcome package will be sent and Executive Director and Chair will reach out to Mr. Parlatore;
- Article of Interest;
- Ethics Notes Newsletter distribution;
- 2016 Training Initiatives: Executive Director will reach out to Police and Sheriff.

Adoption of Minutes: A motion was made by Dennis O'Doherty seconded by Richard Halverson to adopt the minutes of the December 2, 2015 meeting, as amended. Upon a vote being taken, motion was approved (3-0-0).

Public Session: Linda Spahr opened Public Session. No members of the public were present and no written testimony was submitted. Linda Spahr closed Public Session.

Chair Report: None.

Executive Session: At 9:50 a.m. a motion was made by Linda Spahr, seconded by Richard Halverson to go into Executive Session for the purpose of discussing confidential matters pertaining to one Board Investigation, one miscellaneous correspondence, one Financial Disclosure Statement (hereinafter "FDS") Privacy Request, and the continuation of the Executive Director Report regarding Counsel updates and FDS Second Level Board Reviews in accordance with the Suffolk County Administrative Code §A30-8 and the New York State Open Meetings Law. Upon a vote being taken, motion was approved (3-0-0).

During Executive Session the Board voted to approve the Notice of Reasonable Cause letter, as amended, under Board Investigation 001-2015, approved (3-0-0); reviewed M-009-2015; and voted on Privacy Request for FDS#103-2015, approved to policy (3-0-0).

A motion was made by Linda Spahr, seconded by Dennis O'Doherty, to close Executive Session. Upon a vote being taken, motion was approved (3-0-0).

New Business: The Board reviewed procedure and rule amendments, and updates, for revision of the “Board Member Reference Booklet.”

A motion was made by Richard Halverson, seconded by Dennis O’Doherty, to approve the revised “Suffolk County Board of Ethics Office Procedure for Intake of Hard Copy Financial Disclosure Statements & Extension Applications.” Upon a vote being taken, motion was approved (3-0-0).

A motion was made by Linda Spahr, seconded by Richard Halverson, to amend Rule No. 3, of the “Rules, Regulations and Procedures of the Suffolk County Board of Ethics,” for clarification purposes, and direct staff to conform such rules, regulations and procedures of the Board so they may be updated for accurate inclusion in the Board Member Reference Booklet. Upon a vote being taken, motion was approved (3-0-0).

The next meeting of the Board will be held January 6, 2015 at 9:30 a.m.

There being no further business, a motion was made by Linda Spahr, seconded by Dennis O’Doherty to adjourn the meeting. Upon a vote being taken, motion was approved (3-0-0) (11:15 a.m.).